WEEKLY PROGRESS REPORT

NAME

Kate Corbett

Supervisor's Signature _ **Drug Laboratory** RUSH cases* TOTAL SAMPLES COMPLETED: TOTAL SAMPLES ASSIGNED: 35 RUSHES RUSHES N/A=No Analysis Needed RUSHES Back Log: 13 LABORATORY TIME **SUMMARY** Time Allocation Overtime VACATION 7.5 HOLIDAY SAMPLES ASSIGNED 49 SICK PERSONAL SAMPLES COMPLETED 35 COMP TIME LEAVE W/O Pay COURT SAMPLES IN BACKLOG 13 COURT TRAVEL QA/QC INSTRUMENT MAINT. TRAINING Total time out of lab 0.00 TRAINING TRAVEL MEETINGS Total time in lab 37.50 CASEWORK 20 OTHER - IN LAB 10 Total overtime* 0.00 Safety OTHER - OUT OF LAB Total All 37.5 Total Out of Lab

Week Ending

03-Aug-12

Comments:	Cases work	ed on OT		
In Progress In Progress				

Case# Type Case#

Type # 0